

Approved For Release 2005/07/13 : CIA-RDP70-00211R000800070040-1  
UNITED STATES GOVERNMENT CIA INTERNAL USE ONLY

# Memorandum

TO : CIA Records Administration Officer

DATE: 26 FEB 1962

FROM : Director of Logistics

SUBJECT: Designation of Area Records Officer

25X1

[redacted] is designated Area Records Officer  
for the Office of Logistics, [redacted]

25X1

25X1

JAMES A. GARRISON

25X1

## Distribution:

- Orig. & 1 - Addressee
- 1 - OL Official File
- 1 - D/L Chrono

25X1

OL/AS/R&amp;SE [redacted] mel (21 Feb 62)

25X1

cc: [redacted] (to retain) on 2/28/62

OL 2 1018

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## ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

## FROM:

Office of Logistics  
1C-46 Qtrs. Eye

TELEPHONE NO.

DATE

| TO                            | ROOM NO. | DATE  |       | OFFICER'S INITIALS | TELEPHONE | COMMENTS |
|-------------------------------|----------|-------|-------|--------------------|-----------|----------|
|                               |          | REC'D | FWD'D |                    |           |          |
| 1. CIA Records Admin. Officer |          |       |       | <i>[Signature]</i> |           |          |
| 2.                            |          |       |       |                    |           |          |
| 3.                            |          |       |       |                    |           |          |
| 4.                            |          |       |       |                    |           |          |
| 5.                            |          |       |       |                    |           |          |
| 6.                            |          |       |       |                    |           |          |
| 7.                            |          |       |       |                    |           |          |
| 8.                            |          |       |       |                    |           |          |
| 9.                            |          |       |       |                    |           |          |
| 10.                           |          |       |       |                    |           |          |
| 11.                           |          |       |       |                    |           |          |
| 12.                           |          |       |       |                    |           |          |
| 13.                           |          |       |       |                    |           |          |
| 14.                           |          |       |       |                    |           |          |
| 15.                           |          |       |       |                    |           |          |

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FORM NO. 610  
1 APR 55REPLACES FORM 51-10  
WHICH MAY BE USED.

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